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**WEARE BOARD OF SELECTMEN
MEETING MINUTES
June 2, 2008**

PRESENT: TOM CLOW, CHAIRMAN; WENDY CLARK, VICE CHAIRMAN; HELEEN KURK, SELECTMAN; RICHARD W. BUTT, SELECTMAN; KEITH R. LACASSE, SELECTMAN

TOWN ADMINISTRATOR: Fred Ventresco

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Mary Pinkham-Langer, Janet Snyder, Ruth Jones, Burt Brown, Janet Brown, Robert Richards, Mike Atkinson, Hailey Vaivlet, Frank Campana, Joe Fiala, George Malette, Sherry Burdick, Don Burke, Don Thomson, Carl Knapp, Deb Brown, Rick Brown, Tony Sawyer

7:00 p.m. Chairman Clow called the meeting to order.

PUBLIC COMMENT – Ms. Sherry Burdick, Building Committee, informed the Board that the inside of the locking mechanism on the fire door has been removed again. She said this was on the Fire Marshall's list to be put back and this morning she noticed it was gone again.

Mr. Joe Fiala said he sent an email to Tom Clow, Fred Ventresco and Chuck Metcalf on March 29th regarding the Park Director being hired. He informed the Board he would like to withdraw his application and felt the coordinator should not have been hired at this time. Mr. Fiala feels the \$2,500 activity line, \$1,500 senior line and \$5,000 director line totaling \$9,000 should not have been spent. Mr. Fiala said last year they did without a director and things got done and said there is nothing definite for that person to do at this time. In his opinion they have hired a \$5,000 employee to spend \$2,500 throughout the course of the year. He did apply and assured the BOS that work would get done but asked that the Board to find out what is being done through the course of the year for that \$5,000. He would like the Board to decide whether the amount of money is worth whatever effort they are getting from it.

Mr. Don Burke commented on the condition of the horse shed behind the Town Hall and told the Board they can get that repaired and put back into an acceptable condition. Mr. Burke said that Mr. Knapp offered the material. Mr. Burke said they need to put in sonar tube footings. It was discussed the horse shed is loaded with trash and he is concerned with rodents and asked who is responsible for looking after that building. Mr. Fred Ventresco said they are looking to get a dumpster over there. Mr. Ventresco said the asbestos clearing has begun. Mr. Ventresco said he mentioned to Malcolm Wright about the trash and said people leave it there after renting the Town Hall. Selectman Kurk asked about the sign out/checklist that clearly states trash is to be taken out and disposed of properly by renters. Mr. Burke said at the end of the horse shed there is a closed up building which has equipment in it from the Fire Department. Mr. Ventresco said they could not remove anything from the premises because of the asbestos issues. Mr. Burke commented on the length of time this has been taking to remove the asbestos. He is trying to schedule the inmates to come in to work there and has not been able to schedule them because of this issue and the length of time it has been taking.

Mr. Burke agrees with the comments from Ms. Burdick regarding the latch that was removed from the door, he said buy a new lock. Mr. Ventresco said it ceased up after it was repaired and they need to buy a new lock. Vice Chairman Clark commented this should be done within 2 weeks. Mr. Ventresco said the maintenance person

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only works 16 hours per week. Chairman Clow said he understands what people are saying about these safety issues, but they are so limited with funds and flexibility. They are looking at a \$70,000 shortfall, much of which can be attributed to the winter and multiple default budgets. Mr. Ventresco said if need be he could ask Mr. Knapp to repair the lock, because he has been doing so many extra repairs.

Mr. George Malette, Building Committee, would like to make a recommendation regarding the Stone Building and told the Board this is a specialty project. The bricks will be repointed and the copper roof, which they have bids out for, will be replaced. The mason is able to start in mid June. Chairman Clow said Mr. Ventresco has a report stating there is no asbestos on the Town Hall roof.

DEPARTMENT HEADS – Ms. Evelyn Connor told the Board they have 1,800 dogs that are licensed in town but there are 383 unlicensed dogs at this point. She wants the Board to sign so she can have the Police Chief move forward and check on the dogs. There is a \$25.00 fine per dog. She will print the letters and the Chief will send them out.

Ms. Connor said they were not connected to the state all day. The state is providing them with new laser jet printers to be used for registrations only. They have told them they will provide them with 1 cartridge that will print 5,000 registrations. Each cartridge costs \$109 to replace and she would like to have a couple on hand at all times. Ms. Connor knows the budget is in rough shape.

Chief Richards said the Building Committee was over at the station, they have had an ongoing problem with the overhead doors. A year and a half ago the door on the ladder truck would not go up. Last week one door on the forestry truck would not go up. Chief Richards informed the Board that yesterday morning they were moving ambulances and a couple of guys walked through the door that was up and the door came crashing down. The door is sitting idle, the problem is he has been out of building maintenance money for six months and he needs to pay to have them repaired. Selectman Kurk asked if these were the original doors. Chief Richards said they did come and tighten up the springs but they are still homeowner doors. He needs guidance on what to do to repair the doors. Vice Chairman Clark asked how much it will cost to have them repaired. Friday's bill was \$75.00 for the forestry door. The doors were put in 2003, they are lite doors. Vice Chairman Clark asked if it was possible to go to CIP for next year to purchase new doors. Chief Richards is concerned with the doors at this time and crashing down, and being able to get out when necessary. Chief Richards said Westcott did not originally install the doors just repairs them. Chief Richards said Westcott originally wanted to bid on the doors when the building was constructed. Selectman Kurk said Chief Richards has complained about the doors from the very beginning.

Mr. Ventresco said a year ago there was a \$1,200 repair done which came out of the Building Maintenance Fund. Chairman Clow said it seems if it is a major overhaul then it is appropriate to go to the Building Maintenance Fund. Chief Richards wants to know what to tell Westcott tomorrow when he comes to give him the estimate. Selectman Lacasse asked him to get an estimate to get a commercial grade door as well as a repair estimate. Vice Chairman Clark said doors falling down is a huge area of concern and she would like to get estimates from a few different sources to get new doors. Chairman Clow asked if there was an emergency vehicle there that needs to get out. Chief Richards said they can back out the other door. Chairman Clow asked Chief Richards to get written estimates to them for their Manifest meeting next Monday. Chairman Clow said they cannot move now when they don't have a cost to repair. Selectman Lacasse asked then why get it repaired now instead of waiting for new doors. Chairman Clow asked Chief Richards if he could leave the door as is until they get the estimate. Selectman Butt asked how many doors are at the station. Chief Richards said 7. Selectman Butt asked Mr. Knapp what the estimate cost was he received for the highway garage. Mr. Knapp said he would have to check. Selectman Kurk asked how many doors are in bad shape. Chief Richards said the one they had the \$75.00 repair for and then the one that crashed down on Sunday.

Mr. Ventresco mentioned Don Thompson is here if they have any questions regarding new fees from the bank. Mr. Don Thompson said that has been negotiated and there will be no fees. Mr. Thompson said there is another

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bank that is willing to do this with no fees but will handle things differently. Mr. Thompson said with Citizens Bank they maintain a certain amount of money in the account that takes care of the fees; TDBank North would not require this account to be on hand. Mr. Thompson said it is not easy to shift, direct deposit, Federal income tax, payroll and checking accounts; it would take a lot of work. Ms. Jane Snyder said the reason for the new fees is because there is a system coming in to play which is for protection/new security. She said the fees have been waived, this is to stop fraud and to be more secure; the other bank does not offer them.

Mr. Knapp gave the Board the information regarding the chassis. CIP balance of this account as on 12/06/07 was \$62,398.88 and the awarded bid last fall was \$59,809.00 leaving a balance of \$2,589.88. \$210,000.00 was added to the CIP in 2008 leaving a balance of \$212,589.88. Mr. Knapp said the bid does not include hydraulic hoses and to install all the equipment would cost an additional \$8,000 (hoses, hydraulic oil and everything needed to make it functional). Mr. Knapp spoke with them on Friday regarding tool boxes and smaller items to put on the truck which will cut them close on installation price. Mr. Knapp commented on doing the paint jobs themselves which will cost less than \$1,800. \$42,200 will be the final price. Mr. Knapp said the way CIP was done this year there wasn't anything put away for future purchases. Mr. Knapp recommends the installed price. Mr. Knapp said they put this out to bid and only received 1 bid. This will come out of the Highway Truck and Equipment Fund. Vice Chairman Clark asked if Mr. Knapp was to install the equipment himself how that would reflect the warranty. Mr. Knapp said it would cover the equipment but not the installation. Mr. Knapp said the excavator, mower head and truck chassis have all been awarded and accounted for from this fund. Selectman Butt asked if this fund is used for anything other than CIP items. Mr. Knapp said that is how the fund is set up this year; there will be about \$2,200 remaining in the fund. This completes his ordering for the year. Both of these items are replacing older units which will be traded back in when the equipment comes in. Mr. Ventresco said he heard a paint job done yourself does not compare to paint jobs done professionally. Mr. Knapp said they usually repaint the dump bodies after 5 years because of the sand and salt.

Chairman Clow moved, Selectman Lacasse seconded to approve the Tenco bid for \$42,200 for plow equipment to come from the Highway Trucking Equipment. Passed 5-0-0

Mr. Knapp said they will not receive a bill until late September.

Mr. Knapp said Mr. Ventresco asked him to check on the aluminum paint seal for the highway garage roof. Mr. Knapp said it costs \$52.00 for a 5 gallon bucket and they will need brushes. Mr. Knapp said just to repair what is leaking now temporarily will take about 5 pails. Mr. Ventresco said the least expensive way to make the building safe would be to apply this sealing.

Mr. Knapp said the well they dug in the center of town which was contracted for 400 ft had to be dug to 680ft. The extra footage will increase the bill by at least \$2,000. Mr. Knapp said the Library well was dug down to 1,500 feet. The well is not connected to the house yet. The water will need to be tested which is part of the contract to hook up and test. The owner and realtor have been notified they need to get in.

Mr. Ventresco said they received a bill for \$1,000 to move the poles at the East Road intersection. Mr. Ventresco said he is waiting to hear back from Jim Crane as to whether this is a school responsibility. Mr. Knapp said PSNH wanted it run underground to the Library then to the Stone Building. Selectman Butt asked if they knew they would be getting a bill for this. Chairman Clow said it is part of rebuilding the intersection and feels it should be the responsibility of the school. Chairman Clow said no matter what the design there would still have to be moving some poles. Selectman Kurk said if the municipality asked for the poles to be moved then it would be done at no cost but if the schools were to ask then it would cost, so therefore as a joint effort the town acted on this and any other cost would be born by the school. The bill will be around \$1,000 which is just for materials, not labor. Chairman Clow said it seems to him this is part of the whole intersection project even though the Town Public Works Department provided the labor. Mr. Knapp said he spoke with the people that will be doing the work about the paving. Mr. Knapp said they told him they will only be paving to the new

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entrance and he wants it paved back to the old entrance. Mr. Knapp said they were not going to take up the old pavement, just shim coat over it, which he does not feel is a good idea.

DEPARTMENT OF REVENUE ADMINISTRATION – Chairman Clow said Selectman Kurk has been working with DRA and Mary Pinkham-Langer regarding RSAs for gravel excavation. Selectman Kurk said 2 years ago they were advised by DRA they were not in compliance. They met with gravel owners to try and get in compliance. Selectman Kurk said over the years she and Ms. Pinkham-Langer have reviewing the 5 gravel pit owners regarding compliance. Selectman Kurk said they don't have all the papers they should have and they are asking the owners to search for papers that are missing. Ms. Mary Pinkham-Langer, DRA Gravel Tax Appraiser, said she wrote a letter to the town regarding RSA 155 E procedures which are statutory requirements. She said the town can make recommendations that are stricter but they have to stay in the minimum requirements. She said Selectman Kurk asked her to come before the Board. Ms. Pinkham-Langer said she is finding out what the pits were committed for and getting the most information possible. She has spent quite a bit of time to put the files in order, check plans and research date. She has tried to figure out when the original application was obtained and get information on the pits. Ms. Pinkham-Langer said there are many towns within the state trying to get into compliance. She said New Boston has an ordinance on gravel pit operations. She said there are a few problem areas within the town's ordinance that needs to be corrected. She said some towns have held public meetings with all the people affected. She said the recommendation is to send a letter out to each property owner. Selectman Kurk said they have before them a draft letter to send out to all gravel pit owners. Chairman Clow said the proposal is to send out the cover letter (same to all companies) and attached would have individual information to each owner and share with them what is need to become compliant. Ms. Pinkham-Langer said once they figure out where everyone stands they can determine what needs to be done. There is a grandfathering process that needs to be followed. She will need what you have excavated, how many acres you operate, and what was originally permitted.

Selectman Butt asked what evidence the owners will need to prove they are grandfathered. Ms. Pinkham-Langer said they need to show their original permit dated before August 24, 1979 and that they had been removing earth material 2 years prior, filed a report including how much was permitted, how much land they operate and what was left to be done between August 4, 1989-1991. She said if they did not turn in that report by that time they lose any grandfathering they would have had. She said the regulators shall notify the owner within 1 year, with the burden being on both the town and the property owner. She said the regulator by statutes is the Planning Board. Chairman Clow said if during that time the property owner was never notified by the regulator it is hard to put blame on the property owner. She said during that time period, typically anyone in the business knew what was going on. Ms. Pinkham-Smith said whether they were notified by the regulator or not, it was statutory. Selectman Kurk said it is a concern she shared with Ms. Pinkham-Langer because some of the gravel pit operators believe they are grandfathered.

Selectman Kurk said Mr. Bill Drescher is working on the regulations for Weare and New Boston. Selectman Kurk said there are things as a town they are not doing right; renewal does not need to be done every year, renewal needs to be done every six years. Selectman Butt said they could be stricter as long as it does not conflict. Ms. Pinkham-Langer said DES requires every 2 years there be a written update at the applicants expense to make sure they are compliant. Selectman Butt commented on the intent to excavate. Ms. Pinkham-Langer said this is for the purpose of taxes once excavation has taken place and has nothing to do with compliance; what is on the letter on intent should match the excavation amount. Chairman Clow asked what action she is recommending tonight. Ms. Pinkham-Langer would like them to move on the letter brought forth tonight and said it takes time to get the plans together and to get the proper bonding. It was discussed the town's ordinance doesn't fully comply, but for the most part it does follow the requirements.

Vice Chairman Clark is concerned with causing hardship on the sand gravel pits. Selectman Kurk feels this should be at the Planning Board level. Chairman Clow said in most communities it is under the Planning Board.

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Ms. Pinkham-Langer said most pits have been complying with the base plans and she does not think the town is anti excavation, it just needs to be done the right way. Chairman Clow said they do not need a motion to do this; they do need to change the dates on the letters. Vice Chairman Clark feels they need to have one individual involved because all Boards change hands and mentioned the Land Use Department. Selectman Kurk said they have already met with the pit owners and informed them they need this information. Ms. Pinkham-Langer said they spent weeks going through each folder and need the owners to provide the missing information. Vice Chairman Clark said this is a great start but would like to see a Department be involved in the process. Chairman Clow said that is another reason to have the Planning Board be the regulator because Land Use is involved with the Planning Board.

Chairman Clow asked how quickly they could get the letters out. Mr. Ventresco said he does agree to set a department to be the contact. Deb Brown said it use to be the Assessor who they gave their reclamation reports to and he would come out and inspect the pits now they give their reports to Naomi Bolton. Ms. Pinkham-Langer said Ms. Bolton could be the contact point and she would be more than happy to come back and work with her. Chairman Clow asked to get the letters out next week and ask for them to schedule an appointment within 30 days and the second date says no later than September for the 3rd step completion. The BOS is the regulator and it has to be changed at town meeting. The review of the pits will have to be done by the BOS. Ms. Pinkham-Langer feels the owners should call the office for an appointment to present their information at an informal review with her to go over their file to get everything in order. If the property owner does not need to provide information they can then apply for their permit. Mr. Burt Brown asked if they have a permit do they have to apply again every year. Ms. Pinkham-Langer said the town's ordinance states they have to apply every year for a new permit which does not make sense. Selectman Butt feels this is going to generate some questions.

Ms. Pinkham-Langer said Ms. Bolton should be the point on contact and the meeting is a preliminary step. Selectman Kurk said Ms. Bolton has all the folders. The question was asked if the pit is grandfathered would it still need a permit. Ms. Pinkham-Langer said they need to determine whether they are truly grandfathered. It was discussed Ms. Bolton will be out for a month and Judy Rogers and Chip Meany will be helping in the department. It was discussed gravel pit operators need to contact the Land Use Department between July 1st and July 15th to set up an appointment. The Board discussed the step 3 process will have no date.

Chairman Clow moved, Selectman Kurk seconded to sign the amended cover letter and the individual packet for each gravel pit owner which will be sent out by Monday June 9th. Passed 5-0-0

JOHN STARK GENERAL'S FOOTBALL –Mr. Ventresco said PARC has already approved the concession stand at Bolton Field. Mr. Tony Sawyer, President of John Stark General's Football Association, passed out a diagram for a 24 x 24 concession stand. Mr. Sawyer said the John Stark General's are proposing as an organization to build a concession stand at no cost to the town; with monies to come from their fees and to be generated from fundraising. The concession stand would be a simple design with heavy duty garage doors to be closed to make sure there is no tampering and will also have steel doors. They are proposing t-111 exterior and shingles and it would be built on a concrete slab. They went to PARC and got approval from them and now they are here to get approval from the BOS. Mr. Sawyer said the master plan shows the concession stand on one side but they would like to move the concession stand to the other side, same location on the 50th field line. Vice Chairman Clark said since they are paying for this out of their fund, she asked if other organizations would be allowed to use this concession stand. Mr. Sawyer said yes at this time, you have to understand as an organization they are trying to grow, they have 215 kids with 70% from Weare and the rest from Henniker. Having them build this concession stand will allow them to hold jamboree's and allow them to invite other organizations in. Mr. Sawyer said he sees only a conflict in field scheduling for use of the concession stand. Selectman Butt said they will be making money from the concession stand. Mr. Sawyer said they will make some money, but this is mainly to offer the convenience to the public. Selectman Butt asked how they regulate other organizations using the facility. Mr. Sawyer said if WAC was to host a tournament down there they could

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allow them to purchase the supplies and utilize the stand. Selectman Butt said in the master plan it calls for one concession stand to do all the cooking and then satellite facilities to sell the food. Mr. Sawyer said there will be no plumbing and generators would be utilized. Mr. Sawyer said all the walls inside the building will be exposed to allow for future plumbing and electricity.

Mr. Chuck Metcalf, PARC, said JSG came to them with the design and the requested change of location. Mr. Metcalf said as far as other groups using the concession stand, in his eyes once it is donated to the town, it will be up to the town. Mr. Metcalf said it will be up to PARC to decide who could use it and when. Selectman Butt thinks the donated facility is great but said the location is not conducive to the whole facility. He thought the plan was to have the major concession stand and then satellite locations to make it convenient to the public. Mr. Metcalf said the original master plan does have concession stands for all 3 fields with the middle one being the larger. Mr. Metcalf said for the Board's information the other groups that use the fields have already discussed with him building concession stands as well. Mr. Sawyer said half of the concession stand building will be used for storing the football equipment. The storage would only be used during the off season and during the season it will be used for concession stand storage.

Chairman Clow said when they had other issues come up like the score board, one question was would it be in the way of future plans; beyond that if it is a building that is reasonable and fits the plan it would be fine with him. Mr. Sawyer said the building is anticipated to cost approximately \$15,000-\$20,000. They need the Selectman's approval to build the facility and the town has to agree to accept the donation. Mr. Ventresco said a public hearing is required to accept any gift for over \$5,000. Chairman Clow asked the Board if they are all in favor of accepting the building. Selectman Butt said there are details they need to review. Mr. Sawyer said the building that exists down at the field already is textured 111. Selectman Kurk asked Mr. Metcalf if other organizations are planning on building concession stands will they all coordinate. Mr. Metcalf said the exterior finish will all coordinate. Selectman Kurk asked who needs to be involved with the process; Fire Department and Building Department. Ms. Bolton said they have a lot of parents who own their own companies. Chairman Clow asked when they would need a definite answer. Mr. Sawyer said they would like to have the building erected by the start of the season which is the first week of September because they do need the storage as well.

Chairman Clow would like to know all the building specifications before it is built; doors and colors. Mr. Sawyer said they would like to know what the Board is looking for. Chairman Clow would like the materials to blend in with the environment. Selectman Butt asked if a steel roof was out of the question. Mr. Sawyer said it would be a considerable additional cost. Mr. Sawyer wants to make sure they have a building the organization and the town could be proud of. Mr. Sawyer said they looked at the cost for possibly having a balcony to house an announcer. Chairman Clow said it seems to be the opinion of the Board to accept the building.

TOWN HALL – Chairman Clow said there was no asbestos on the roof of the Town Hall.

Chairman Clow moved, Selectman Lacasse seconded to award the replacement of the roof on the Town Hall (shingling and all work included) to Fortier Construction for \$21,650. Passed 5-0-0

Mr. George Malette said the specifications call for a 50 year shingle.

Ms. Burdick said the Building Committee is recommending the work at the Stone Building be awarded to John D. Wastrom to rebuild both chimneys for \$15,750, repair back vault wall for \$2,560 and repair and clean building \$1,565. Mr. Wastrom is recommended by the NH Division of Resources in Concord. Ms. Burdick said they had one other mason come forth with a quote for \$46,800 for the same work and he was not recommended by the NH Division of Resources in Concord. This is a specialty person, they received a list of 3 different people and he was the only one who responded. Selectman Kurk asked if this would have anything to do with the leaks that are causing damage. Ms. Burdick said that is the roof. This work is to repair the chimneys. Mr. Malette said this is the order in which these projects should be done.

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Selectman Butt said he is reluctant to offer any funds to be used for the Stone Building or Town Hall until they take care of the safety concerns for employees at the Highway Department. Selectman Butt would like to know the cost difference between a copper roof and steel roof. He is primarily concerned with not having enough money to handle the concerns of the safety of employees and citizens. He commented on Mr. Ventresco researching fire safety equipment. He is concerned with spending money on historical buildings and not having money available for the concerns at hand. Mr. Ventresco said he will be meeting with the Trustees of the Trust Funds and has heard the studies for the fire alarm system and electrical issues and does not know where the funds will come from because he does not know if the Trustees will allow utilizing funds. Mr. Ventresco said there are a lot of funds needed to comply with the Fire Marshall's report. Vice Chairman Clark said she is all for protecting the town's historical buildings but they are in a bad time. Mr. Malette said the voters allocated specific amounts of money towards these projects and they are trying to get the best possible prices to complete these projects. Ms. Burdick said if they don't fix these things damage will continue to occur. Selectman Butt said he is not saying the repairs don't need to be done but is concerned with the conditions at the town garage and safety issues. Mr. Malette said they have an obligation to the voters and what they voted on. Ms. Burdick said the description in the mailers that went to voters specifically allocated where the funds would go. Chairman Clow asked Mr. Ventresco if they received legal advice about being in the mailer but not on the ballot. Mr. Ventresco said they are all looking to draw funds from the same fund. Mr. Ventresco said they if there is no money in the fund, it would have to come from the fund balance, which they would have to get permission from DRA to spend from.

Selectman Butt said they have an obligation to protect the employees, which should be their highest priority. Chairman Clow said if you look at the numbers allocated in the mailer it only totals half of the balance in the fund; talks about \$20,000 for current repairs to building, \$25,000 for re-roofing the Town Hall, \$25,000 for Emergency Reserve Fund and \$75,000 for the Stone Memorial Building roof. Chairman Clow said this wording specifically allocated funds to these projects and he feels they have to look at what the future damage would be to the buildings if the repairs are not made. He does not disagree with the concerns for safety issues, but feels they need to uphold the voter's decisions. Selectman Butt argues if they utilize the funds for the new roofs and then don't have enough funds to take care of the safety issues at the garage, would the Board be able to deal with that. Chairman Clow said they are working toward the least expensive and bringing it forth to the voters next year. Chairman Clow said they were led to believe the Fire Marshall wanted a plan and wanted to see it move forward. Selectman Butt asked what the cost would be to comply with the Fire Marshall this year. Chairman Clow does not know.

Chairman Clow commented that Mr. Knapp said when the GFI outlets are put in they need to make sure each breaker has a ground. Selectman Butt said he agrees they need to protect historic buildings but would like to know the cost associated with this building and the highway garage to take care of the complying with the Fire Marshall's report. Mr. Ventresco said he hopes to have all those prices by the Board's next meeting. Mr. Ventresco said he is seeking a design for a fire alarm system. Mr. Ventresco said contractors said they need a design in order to guarantee the system. Selectman Lacasse said there is a state standard. Mr. Burke said this building is not being used for what it was intended. Mr. Burke feels if they built a new facility it would be cheaper than repairing the current building. Mr. Malette said until they get the prices from Mr. Ventresco they cannot evaluate the building. Mr. Malette said Mr. Knapp is getting prices from an electrician to ground the outlets and put in a ventilation fan.

Ms. Burdick said they received quotes from 3 different companies for the copper roof on the Stone Building. Ms. Burdick said Rodd Roofing quoted 16 oz copper with a skylight for \$66,850, Melanson 16 oz copper with a skylight for \$91,947 and Walker and Company Roofing with no skylight for \$38,480 and they will leave the old copper for the town to dispose of which will generate \$5,000 in revenue. Ms. Burdick said metal roofing to look like copper would be \$28,000. Mr. Malette said the current roof is 112 years old. Selectman Butt asked how long it takes for the roof to turn color. Mr. Malette said it depends on the weather approx 5 years. Mr. Malette

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said they are going to remove the ornate details on the roof and then reapply. Vice Chairman Clark asked if the price differences in the bids concern them. Ms. Burdick said she has been told when a large roofing company jacks the price up it is because they really don't want to do the job. Selectman Butt said the original estimate on the warrant was for \$75,000. Chairman Clow said tying the expenses together; the large expense for this building would be the fire alarm system. Selectman Butt feels they need to show some progress. Chairman Clow said with the Town Hall roof \$25,000, the Stone Building roof at \$38,000 and then a skylight for approximately \$10,000 for the Stone Building all totaling \$70,000 leaves them with approximately \$240,000 in the Capital Reserve Fund.

Chairman Clow said if these projects are approved they still have over \$200,000 available. They are all in opinion that they need to make highway garage safe without pouring huge expenses into it and if staying at this building they need to make improvements. Selectman Butt is really concerned with the electrical. Mr. Malette said the electrical concern is due to the leaking roof.

Mr. Malette informed the Board the mason is available in mid June and the roof bid price has a 30 day window.

Selectman Kurk moved, Chairman Clow seconded to award the bid for the copper roof on the Stone Building to Walker and Company from Hinsdale, NH for \$38,480 with the funds to come out of the Government Building Maintenance Fund. Passed 3-0-2

Selectman Lacasse said if they wait another 2 weeks they would be in better shape to plan for these projects. Chairman Clow said Mr. Ventresco still needs to get a design for the fire alarm system before getting estimates. Mr. Malette said the Library has a fire alarm provider and said it would make sense for them to be with the same provider. Selectman Butt asked what the problem would be in delaying the decision until the next meeting. Ms. Burdick said the delay could cause additional cost because the bid is only good for 30 days. It was discussed the mason could begin work in the middle of June. Vice Chairman Clark said the brick repair could be done without the roof. Mr. Malette said when they take down the chimney's they will need to be coordinated with the roofing company so they can work together to make sure things are water tight. Mr. Malette said when the building was donated to the town it was agreed to be maintained.

Chairman Clow moved, Selectman Kurk seconded to approve the spending of \$19,875 from the Government Building Maintenance Fund to repair the chimneys and exterior brick work at the Stone Building with the work to be done by J. Wastrom. Passed 3-0-2

BOARD OF SELECTMEN – Chairman Clow it has come to his attention that the email practices have not been followed. Chairman Clow said email should be used to pass information not hold discussions. He has concerns with an employee sending a critical concern with the Town Administrator through email. He feels if email is used to take shots at each other it is not appropriate. Selectman Kurk said often when she emails Mr. Ventresco she does cc Tom as well because he is the BOS Chair. Selectman Kurk feels these rules comply with the law. Chairman Clow said Mr. Ventresco has addressed this since he handed out the policy. Selectman Butt feels Chairman Clow needs to make recommendations on what the Board needs to see as far as email. Chairman Clow said parts of the rules need to be addressed by Mr. Ventresco to the employees.

Chairman Clow moved, Selectman Kurk seconded to adopt an email use for the BOS and email use for the employees. Passed 5-0-0

MEETING MINUTES

Chairman Clow moved, Selectman Kurk seconded to approve the minutes of May 19, 2008 as amended. Passed 5-0-0

Chairman Clow moved, Selectman Kurk seconded to approve the minutes of May 23, 2008 as written. Passed 4-0-1

MANIFESTS

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Chairman Clow moved, Vice Chairman Clark seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer or Deputy Treasurer to sign checks dated June 5, 2008. Passed 5-0-0

Accounts payable	\$57,281.77	includes Weare Library
Gross Payrolls	<u>\$42,062.94</u>	<u>includes Credit Union, taxes</u>
Total	\$99,344.71	

APPOINTMENTS

Chairman Clow moved, Selectman Lacasse seconded to appoint Heleen Kurk as ex-officio to the Heritage Commission. Passed 4-0-1

Chairman Clow moved, Selectman Lacasse seconded to appoint Natacha Villamia Sochat to the Heritage Commission. Passed 5-0-0

Chairman Clow moved, Selectman Lacasse seconded to appoint Robert Pare' to the Agricultural Commission. Passed 5-0-0

ADMINISTRATIVE REPORT – Mr. Ventresco said the dispatch agreement for Police and Fire needs to be signed.

Mr. Ventresco said there is a request from Chris Hague for the software included in the bid for \$640.00.

Chairman Clow said the cable contract provides \$30,000 to the Town of Weare. Chairman Clow said they have a request from the Superintendent of Schools to utilize those funds. Chairman Clow agrees a portion of the funds should be given to the school for updates to channel 17. Mr. Ventresco said these funds went into a Capital Reserve Fund with the BOS as agents to expend. Selectman Kurk said Selectman Butt mentioned some thought about one cable studio possibly being at the school. Selectman Kurk said allotting these funds to the school without having all the information is not a good idea. Selectman Butt said from an economical standpoint it makes sense to have one studio to broadcast from. Selectman Butt said he feels the initiative has been taken by the IT person at the school to have the studio at the school. Chairman Clow said they need to know if there is interest on the schools part. Chairman Clow asked if you could broadcast from 2 different channels from the same site. Selectman Kurk is concerned without pursuing this, they should not give the funds. Chairman Clow said the school feels there are 2 community access channels and one provider. Selectman Butt agreed to take the initiative to contact the school.

Mr. Ventresco has a request from the Police Chief to expend from a Capital Reserve Fund for the joint communication system for the Fire and Police Departments.

Mr. Ventresco discussed setting up the electronic requisition system and said they received a quote from Tyler Technology for \$4,000 for the training. Selectman Butt would like to know the goal, what will be accomplished with this software and what will they save. Mr. Ventresco feels they really don't need this software right now and feels they should try it without the software.

The Board discussed the purchasing policy they shared with the department heads. Chairman Clow feels it was important to give the department heads the opportunity to provide feedback. The Board discussed the final version will be dated and signed.

Chairman Clow moved, Selectman Kurk seconded to approve the purchasing policy in its final amended version with the added details. Passed 5-0-0

Mr. Ventresco commented on the latest spending report and said some Board members questioned some spending on certain lines and it was intimated that the spending restrictions had not been relaxed. Although, it was not voted on, he felt it was made pretty clear that department heads were allowed to spend as they normally would. Mr. Ventresco asked for clarification if there were spending restrictions still in place and if so what they are. Mr. Ventresco said the department heads have not been approving spending through him. Chairman Clow said when he originally proposed the spending freeze it was to hold spending for 30 days until they got their

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feet on the ground because they were unsure if they needed to tap into other departments budgets. Chairman Clow mentioned they received comments from department heads that the Board was micro managing. Mr. Ventresco said at this point he is not monitoring spending and needs to know if that is what the Board wants him to do.

Selectman Butt said they have 58% left in their budget. Selectman Butt said he asked Tina Connor today if she was keeping track of the operating budget and he was told she just makes sure everything is accounted for. Selectman Butt said someone should be telling the Board they amount they have and these departments have this much of an expenditure each month and they are overspent by this much. He needs reassurance they can make up the \$220,000. Chairman Clow said there are some upfront expenditures at the beginning of the year. Chairman Clow said they need to remind employees that it is their responsibility to monitor the bottom line and hopes they did not mislead in their discussion. Selectman Kurk said at the last meeting Selectman Butt asked Mr. Knapp how much of his overspending was due to weather. Selectman Kurk said the response she received from Mr. Knapp was about 15% and she feels that is a small amount. She feels they need to look at what is absolutely necessary and feels saving every penny will add up.

Selectman Lacasse said he looked at the budget information they were sent today and made a pie chart. Selectman Lacasse stated that Mr. Knapp's department makes up 26% of the budget. Selectman Lacasse said if they take a little bit out of each budget he thinks they can find \$77,000 because he cannot believe they cannot find \$77,000 within the budget and not have to go to DRA. He feels they need to give the taxpayers what they paid for and if they don't have the funds there are things they need to do without. He feels if you want to pass a budget you have to give the public what they approved and if that means laying people off and parking vehicles then that is what needs to be done. Selectman Lacasse said when he asked what needs to be done to make the budget he is not getting the answers he needs, so that it is not micromanaging for the Board to make the decision on what does not get done. Selectman Lacasse said little pieces of the pie could add up to \$77,000. Vice Chairman Clark said she felt they still had some sort of freeze on. Selectman Butt said they need to make adjustments in the default budget to meet the requirements that the tax payers expect. Selectman Butt said they need to define what will be lost if there is a default and what would be gained if the budget passed.

Chairman Clow said they should build a default budget that they can live on and that they have the responsibility to understand they might end up with a default budget and do everything possible to create a default to keep the town running. Chairman Clow feels the winter did tap into their budget beyond what they accounted for. He is concerned with looking at what they can cut without layoffs and cutting back employee's hours.

Selectman Butt said they told the taxpayers they could work with this amount for the default budget. Selectman Butt said it has never been said they would reduce services because of a default budget. Selectman Kurk commented that Chairman Clow did say that he did not know what they would do with multiple default budgets. Selectman Lacasse said they have only been talking about Mr. Knapp's budget, police and fire which make up more than 1/3 of the budget.

Chairman Clow said if you look at the police overtime line and look at the overtime line for 2006/07 they spent that much in those years in the default budget. Selectman Butt said the operating budget truly reflects operating costs. Vice Chairman Clark said she feels the raises given in 2007 have hurt them.

Selectman Butt commented on the funds for road reconstruction and said the Highway Block Grant goes into the operating budget. It has to be spent on road reconstruction. The Board discussed if they could cut back on these projects.

Chairman Clow said if they are going to consider DRA then it has to be soon. The second part is that he is sure that highway needs to make their requirements. It was discussed some of the road reconstruction money might have to be used for wages on these projects.

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Mr. Ventresco said he thought he understood the spending restriction was lifted. He said if it is in their budget and it was normal then fine. Chairman Clow said originally it was said to have all departments stay within their budget.

Selectman Lacasse said they have to go through the budget line by line and specify the amount that can be expended from each and that's it. Chairman Clow said before they had to equalize across the Board to make up the difference and said because it was equalized between all departments then everyone felt it was fair. Selectman Butt said they need to come up with a solid solution.

Selectman Butt asked Chief Begin when he will know where his department stands, it was discussed June. Selectman Butt would like a summary, what they have left, what they need and what they need to recover. Selectman Kurk said Mrs. Tina Connor will get him that information. Selectman Butt said if a department head is going to over expend a line they need to let the BOS know they are over expended and where they are going to get the funds. Selectman Butt said they don't have to worry about their General Fund Balance. Mr. Ventresco said they have to expend the well from this line.

ADJOURNMENT at 11:55 p.m.

A True Record.

Cherry Palmisano, Recording Secretary